

A regular meeting of the Astoria Common Council was held at the above place at the hour of 7:00 pm.

Councilors Present: Brownson, Rocka, Herman, West, and Mayor Jones.

Councilors Excused: None

Staff Present: City Manager Estes (via telephone), Parks and Recreation Director Williams, Finance Director Brooks, Fire Chief Crutchfield, Police Chief Spalding, Public Works Director Harrington, Library Director Pearson, and City Attorney Henningsgaard. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

PRESENTATIONS

Item 3(a): Tobacco Retail Licensing in the City of Astoria

Michael McNickle, Public Health Director at the Clatsop County Department of Public Health will present the draft Tobacco Retail Licensing ordinance, and a report about the proliferation of e-cigarette use and vaping in Clatsop County schools. The data shows that vaping is at an epidemic level in our schools.

Mike McNickle, Clatsop County Public Health Director and Julia Hess, Clatsop County Health Promotion Specialist gave a PowerPoint presentation on tobacco retail licensing in Astoria. Their presentation included background information on efforts to enforce the Tobacco 21 law, an overview of outreach efforts, statistics on tobacco use and sales, tactics used by the tobacco industry to market to children, details of the licensing program and next steps. A draft ordinance will be presented to Council when the County Attorney is finished reviewing it. During the presentation, they answered questions and responded to comments from Councilors as follows:

- While the Health Department can do some education, they are actually funded to focus on policies that affect a broad number of people. Education alone would not be enough to effect change. Studies show that students believe vaping is not dangerous, so most likely they would not believe education that says otherwise.
- Originally, vaping was marketed as a step for those who wanted to stop smoking. Today, the tobacco companies are marketing vaping to get young people to start smoking.
- The Center for Disease Control (CDC) and the State have directed the County to focus on the retail setting. However, they would also be working on a different policy for smoke shops and private lounges that allow shisha and hookah.
- Licensing would incentivize retail managers to comply with the Tobacco 21 laws. Penalties and loss of license would be imposed on retailers that did not comply. The license fee will cover the costs of enforcement.

Councilor Brownson shared a personal story about smoking when he was a child and said he fully supported the license.

City Council Action: Motion made by Councilor Brownson, seconded by Councilor Rocka, to support Clatsop County's efforts to regulate tobacco purveyors through licensing. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

REPORTS OF COUNCILORS

Item 4(a): Councilor Rocka reported that he met with Ron Maxwell [26:57] and learned about an event on Wednesday, July 24th at the First United Methodist Church at 6:30 pm. The event focuses on homelessness and workforce housing. Dan Bryant with Square One Villages in Eugene will speak about developing tiny house villages. He had dinner with Dr. Larry (Pete) Goza of Columbia Veterinary Hospital. Dr. Goza took care of people and their animals, and he trained many other veterinarians in the area. He and the Mayor welcomed Paul Benoit back home at a surprise event planned by his wife. Mr. Benoit just retired as City

Manager of Piedmont, California. Mr. Benoit had served in Astoria as Community Development Director and City Manager, and he drove the development of the Riverwalk and the River Trail, the abandonment of the railroad right of way, the clean up of the old plywood mill site, and the development of Mill Pond Village.

Item 4(b): **Councilor West** reported that she reviewed the Housing Study and continued conversations with Oregon Department of Transportation (ODOT) and her constituents about traffic concerns. She looked forward to the tiny home presentation on July 24th, the Homelessness Task Force (HOST) meeting on July 25th, the Partners in Preservation meeting on July 19th, and the Goonies meeting on July 16th. She was happy to learn that the First Presbyterian Church purchased a downtown building and Oregon Parks and Recreation provided some grant funds to Astoria.

Item 4(c): **Councilor Brownson** reported he went on a fisheries tour with Councilor Herman, which was the industry's opportunity to put its best foot forward. The fisheries are always challenged to keep the industry alive. He learned about the hatcheries, gill netting, and the viability of the industry. His next Meet the Councilor event would be on Saturday, July 20th at Three Cups of Coffee at 9:00 am. Everyone is welcome to attend.

Item 4(d): **Councilor Herman** reported that she and the rest of the Council attended the 13th Street alley ribbon cutting. The artist and the Astoria Downtown Historic District Association (ADHDA) received funding to get the alley painted. She also attended the tour of local fishery related businesses organized by the Oregon State University (OSU) Sea Grant Office. The tour was informative and underscored how much the local commercial fishing industry adds to the economy and culture. The art also adds a great deal to the community. She encouraged everyone to participate in the Second Saturday Art Walk from 5:00 pm to 8:00 pm downtown. She looked forward to participating in a walkabout downtown and on the Riverwalk on Wednesday, July 17th at 7:00 pm, beginning at the Maritime Museum flagpole. The purpose is to let everyone know it is safe to be downtown in the evening. The event was organized by the Astoria Warrenton Chamber of Commerce.

Item 4(e): **Mayor Jones** reported that he attended the ribbon cutting for the 13th Street alley. He enjoyed the fireworks on Independence Day. He thanked the Chamber of Commerce and the local business that footed the bill and provided volunteers. A few weeks ago, he met with Ron Maxstead to discuss his project. Mr. Maxstead planned to give a presentation at the next HOST meeting. Last week, he attended the Columbia Pacific Economic Development and Area Committee on Transportation meetings, where Senator Johnson gave a legislative update. The most important part of the meetings is the opportunity for Astoria Councilors to develop relationships. Those relationships made it possible for Astoria to receive a \$1 million grant for the pollution cleanup on the Astoria Warehouse site. The Coast Guard Cutter Fir that departed from Astoria last fall has been replaced by the new Cutter Elm. The Fire Department did a great job putting out a car fire a few days ago. No one was injured. And a week ago, the Police Department gave medical attention to a pedestrian who was hit by a vehicle.

Chief Spalding said a pedestrian was crossing Marine Drive outside of the crosswalk, walking in between cars. Unfortunately, he ran into a passenger truck and received serious injuries. Officers, Chief Crutchfield, and Fire Department Staff arrived quickly. Sergeant MacNeary was able to apply a tourniquet, which was instrumental to the gentleman's survival.

Mayor Jones thanked the Police and Fire Departments for their excellent work.

Councilor Brownson added that Detective Hanson played a role in catching a robber from Lincoln City. Chief Spalding noted that Deputy Chief Halverson spotted the robber in Astoria.

CHANGES TO AGENDA

There were no changes.

CONSENT CALENDAR

The following items were presented on the Consent Calendar:

- 5(a) City Council Minutes of June 17, 2019
- 5(b) Boards and Commission Minutes

(1) Parks Advisory Board Meeting of June 26, 2019

- 5(c) Community Organization Grants Approval for Distribution
- 5(d) Arts and Culture Program Grants Approval – Promote Astoria
- 5(e) Fire Department Status Update
- 5(f) Police Department Status Update
- 5(g) Library Status Update
- 5(h) Finance Department Status Update
- 5(i) Parks and Recreation Status Update
- 5(j) Public Works Department Status Update
- 5(k) Community Development Department Status Update

City Council Action: Motion made by Councilor Herman, seconded by Councilor West, to approve the Consent Calendar. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

REGULAR AGENDA ITEMS

Item 7(a): Second Reading and Adoption of Ordinance Amending Public Contracting Regulations

The public hearing and first reading of this ordinance was held at the July 1, 2019 City Council meeting. The proposed ordinance presents an amendment and improvement to our contracting regulations. These amendments deal only with the solicitation of contracts. The amendment makes no change to the City Manager's authority to award contracts and amendments without specific authorization by the City Council whenever the contract amount is \$50,000 or less and the proposed expenditure is included in the current fiscal year budget. The City Council must approve any contract that exceeds that amount and any expenditure that is not included in the current budget. The source for this amendment is the League of Oregon Cities Model Policy for Contracting and Purchasing.

It is recommended that Council hold a second reading and adopt the proposed ordinance.

Director Brooks conducted the second reading of the ordinance.

City Council Action: Motion made by Councilor Brownson, seconded by Councilor Rocka, to adopt the ordinance amending public contracting regulations. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

Item 7(b): Salary Resolution Establishing Basic Compensation Plan Cost of Living Wage Adjustments

Staff positions and associated compensation are detailed in the "Resolution Establishing a Basic Compensation Plan for the Employees of the City of Astoria and Establishing Regulations for the Placement of Present Employees within the Wage and Salary Schedules Provided". Whenever there are changes in positions, whether a position is being deleted, added or redefined; or whether a change in compensation is proposed; such changes are adopted by resolution. The proposed resolution implements collective bargaining agreement adjustments effective July 1, 2019, minimum wage adjustments, management and confidential adjustments to reflect cost of living, identified adjustments in management and confidential necessary to maintain 2.5 percent increment between ranges and adjusts the Fire Management schedule in accordance with Resolution 15-06.

It is recommended that Council adopt the Salary Resolution as presented.

City Manager Estes noted the typographical error in the Resolution had been corrected and the Mayor had the revised signature copy.

Councilor Herman asked how the City budget would absorb the wage adjustments. Director Brooks explained that Staff does calculations annually to determine what the City can afford in the current year as well as in future

years. The process begins in December each year. Department heads work collectively to make projections and balance the budget. City Manager Estes added that the employment contracts are also part of the budgeting process.

City Council Action: Motion made by Councilor Brownson, seconded by Councilor West, to adopt the resolution establishing basic compensation plan cost of living wage adjustments. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

Item 7(c): Authorization to Award Contract for the Development of Oceanview Cemetery Facilities Masterplan

An adopted goal of the Astoria City Council for Fiscal Year 19-20 is to explore options to enhance long-term financial sustainability of the Parks Department, including but not limited to, a cemetery facilities master plan. Staff has researched the process of developing and enacting a cemetery master plan through outreach to municipalities who provide similar cemetery services and have determined that firms specializing in cemetery-related planning and implementation are the best resource to achieve this goal.

Parks Staff developed and advertised a Request for Proposals (RFP) for a facilities master plan for Ocean View Cemetery that mandates critical information gathering and facilitation to produce a plan.

Notices of the RFP were sent to the following cemetery planning firms and advertised in the Daily Astorian Newspaper. It was advertised on the City of Astoria website.

RFP responses were reviewed and evaluated by staff. LEES and Associates has been identified as the best firm to complete the plan. Criteria for evaluation included specialized experience, demonstrated capacity to complete the project, experience and familiarity with the North Coast region, and price.

The Master Plan is anticipated to be complete by January 1, 2020. The contract has been reviewed and approved as to form by the City Attorney.

It is recommended that City Council award the Ocean View Cemetery Facilities Master Plan contract for the amount of \$87,945.50 to LEES and Associates.

Director Williams presented background information on Ocean View Cemetery and the events that led the City to pursue a master plan. He gave an overview of current maintenance efforts, goals, the RFP process, and why LEES and Associates was chosen to assist with the master plan. He also gave a brief explanation of the master planning process.

Mayor Jones confirmed with Director Williams that the master plan would include the mausoleum and the unused portion of the property.

Councilor Brownson asked if Pioneer Cemetery would be included in the master plan. Director Williams said Pioneer Cemetery was Hillside Cemetery in 1887. All of the burials were moved to what is now Ocean View Cemetery, but a few headstones still remain at Pioneer Cemetery. The master plan will look at this history of Ocean View.

Councilor Herman said she was glad the public would be involved with the master planning process. She asked why the bids came in at such differing amounts. Director Williams explained that sometimes firms submit a high bid just to see if they can get it while others do not have the resources or qualifications to produce a master plan that would be right for Astoria. He believed LEES bid was reasonable for the scope of work.

Councilor West believed it was wise to involve the public. She asked if the Parks Department would hold Facebook events or send out notifications about public meetings. Director Williams stated social media and community leaders would be used to spread the word. Meeting notices would also be published in the newspaper. He hoped the Parks Board would also help get the word out.

City Council Action: Motion made by Councilor Rocka, seconded by Councilor West to award the Ocean View Cemetery Facilities Master Plan contract for the amount of \$87,945.50 to LEES and Associates. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

NEW BUSINESS & MISCELLANEOUS, PUBLIC COMMENTS (NON-AGENDA)

Rick Bowers 357 Commercial Street, Astoria, stated last year the Planning Commission began working on Code changes regarding warming shelters, but the work was put on hold. He has been told by several of the Commissioners that the work would resume in the fall. He was concerned that there was nothing in the Comprehensive Plan to guide the Code amendments. The Plan makes no mention of shelters or homelessness. He believed it was backwards to develop Codes without anything in the overall vision. He found three other cities that amended their Comprehensive Plan first and then developed the Codes. He recommended the Codes be put on hold until the Comprehensive Plan is updated. The January draft of the County's housing study included a few paragraphs on homelessness, which was the stimulus for updating the Comprehensive Plans in the other three cities. He made handouts available at the dais.

Deborah O'Donnell 814 Kensington Avenue, Astoria, said she saw on Facebook that a Grocery Outlet was going to try to locate across the street from Astoria Co-op. She was upset about that because of the traffic and car pollution runoff into the ocean. Additionally, she did not believe a Grocery Outlet was a good fit for the character of Astoria, but was better suited for Warrenton.

City Manager Estes noted that the Grocery Outlet was being reviewed by the Design Review Committee, so the comments from Ms. O'Donnell are considered ex parte contact. If the review is appealed to City Council, all Councilors would need to declare the ex parte contact at that time.


Ron Ruckstead 359 6th Street, Astoria, thanked Mayor Jones and Councilors Rocka and West for mentioning the upcoming event on homelessness. He believed the event was the result of HOST networking with the community. The sponsorship is significant because HOST, Clatsop Community Action, Clatsop Behavioral Health Care, the Astoria Warming Center, the United Methodist Church, Filling Empty Bellies, River Folk, and Helping Hands have all come together. The intent of the event is to increase public awareness of what could be done. There will be a 25-minute presentation by Dan Bryant from Square One Villages followed by a question and answer session. A similar presentation will also be given to HOST. He hoped Clatsop County would be able to do something with the information to reduce the number homeless.

Councilor Rocka said he did an interview with Mr. Bryant which would air on KMUN on August 12th at 9:30 am.

ADJOURNMENT

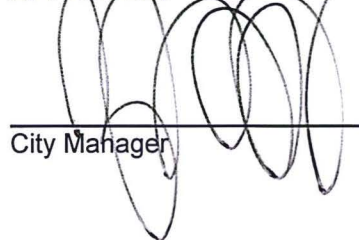
There being no further business, the meeting was adjourned at 8:12 pm.

ATTEST:



Finance Director

APPROVED:



City Manager

